



## Interested in a visit from our mobile unit?

Here are helpful steps to start the process:

1. Reach out to initiate conversation [cdhhe@isdh.in.gov](mailto:cdhhe@isdh.in.gov)
2. Share [mobile unit flyer](#) with families along with [Consent for Service form](#)
3. Obtain signed consent from parent/guardian for service via the mobile unit and to release child-specific information and records to/from the Center.
4. Complete Mobile Unit Intake spreadsheet with pertinent information about the children and mobile unit visit request.
5. Share consent form(s) and [intake spreadsheet](#) with the Center staff and hold planning conversation(s) [cdhhe@isdh.in.gov](mailto:cdhhe@isdh.in.gov)
6. Location considerations:
  - a. Where can the unit be parked during the visit?
    - i. Level ground
    - ii. Parking area 45ft long x 17ft wide x 16ft overhead
  - b. What arrival/departure times are best to avoid traffic in the parking area?
7. Schedule considerations:
  - a. What works best for child(ren)'s schedule(s)?
  - b. Who will accompany the child on the mobile unit?
  - c. Invite the parent/guardian to attend if available.
8. Consider what other consultations/observations could be performed by Center staff during this visit.

